



TERRY L. STEWART - DIRECTOR

SEPTEMBER/OCTOBER -2000

ADC Launches New Inmate Datasearch



Director Terry Stewart announces "inmate datasearch" at a news conference

Director **Terry Stewart** launched a new feature to the Arizona Department of Corrections web site that will use today's technologies to help open up inmate information to the general public.

The *Inmate Datasearch* allows people to access inmate locations, aliases, classifications, risk profiles and crime sentencing.

Inmate Datasearch contains records of 112,000 inmates dating from 1985, of which 26,500 are currently incarcerated in the Arizona Department of Corrections system. It also contains over 1,100 photographs of inmates including all inmates that are currently on death row.

Director Stewart stated that the

Internet tool is in exact keeping with Governor Hull's policy of open government and easy access. "It is easy to use," he said, "and it is a far-reaching application that can provide the public with a breadth of information on our inmates. I am pleased that this unprecedented tool can provide information to the news media, the public and most importantly to victims of crimes."

The web site is updated at least weekly to incorporate new inmates and changes in current inmates. DOC Technical Operations Analyst **Paul Lamprill** said, "We will be continuously upgrading the web site and by the end of the year we hope to have all of the inmate public records uploaded,

including more photographs."

He said that they also plan to add more features, such as: detainers and warrants, clemency board hearings/ rulings, movement and work history.

The *Inmate Datasearch* is the most comprehensive search tool of its kind working in the United States. Florida has a similar search tool implemented but it is currently not as thorough as ADC's.

Director Stewart also announced that the web site home page address for ADC has changed to **adcprisoninfo.az.gov** and it is not necessary to type *www* before that address. The *Inmate Datasearch* can be accessed from that home page.

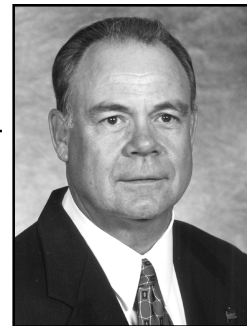
(See related story on page four.)

In This Issue...

Director's Perspective: Clarifying and structuring staffing levels and rotations are key to ensuring inmate accountability... ..2
A Superior Court Judge has agreed to a settlement in the Schofield On-Call class action litigation for state employees.....3
Team building was the theme of the Department's Office of Substance Abuse Services staff retreat held in Sedona5
Female inmates at the ACW brought smiles to the faces of dozens of youngsters.....6
A strong plan to address workplace violence for the ADC has been implemented.....7

DIRECTOR'S PERSPECTIVE

by Terry L. Stewart



CLARIFYING STAFFING LEVELS AND ROTATION

The Arizona Department of Corrections is moving toward the day of absolute inmate accountability with implementation of the Inmate Program Plan. This plan is intended to structure the entire 24-hour day of an inmate through mandatory programming and controlled movement. We cannot ensure 24-hour accountability unless our shifts and rotations are structured. Two interrelated clarifications and changes to departmental orders have thus occurred.

Realizing that we do not always get it right the first time, a correctional officer from SMU I brought to our attention some confusion in the language regarding the staffing levels, specifically pertaining to "lock down operation." Being assigned to a prison unit and hearing the terminology "lock down" and "lock down operation" could easily lead one to the conclusion that they were synonymous.

"Lock down" means that either the unit is totally locked down or an emergency situation exists. "Lock down operation" means minimal activity is to occur because of limited staff availability.

To clear up the confusion, Department Order 701 has been revised to clarify the operational activity that is required based upon the staffing level for the shift in question. Thus,

staffing level "A" correlates to Full Activity; level "B" means Reduced Activity; level "C" means Restricted Activity; and level "D" now means Minimal Activity. The term "lock down" now means that the unit is either in an emergency mode of operation or all inmates have been locked down for the night.

To further enhance the clarification, a video film will be produced for presentation at all briefings.

The other significant change developed by a TQM group is a major revision to DO 512, specifically as it pertains to Staff Rotation. Deputy Director **Chuck Ryan** initiated the project, to ensure that the Staff Rotation policy would better serve the needs of the employees and the agency. The TQM committee was chaired by a lieutenant, and consisted of one sergeant and nine correctional officers.

As a result of this effort, I want to inform you that I have approved all of the recommendations of the committee, which developed some creative ways to accomplish the task at hand. Rotation from unit-to-unit and post-to-post are necessary to enhance the development of our employees and the safety of the unit.

The committee's strategies include recommendations to studying shift

deferential pay, and the assignment of a service dog handler for up to seven years (the life expectancy of the dog). Also, that no institutional order could deviate from the DO.

When an employee has an issue with a job rotation, Director's Instruction 159 provides an exception for those commuting to a detached unit, such as Picacho, if they are more than 50 miles from the Florence complex. Although the DO requires rotation at no more than five years and six months, with the exception of the dog handler, the officer can apply for a rotation after one year. The new DO also allows for officers from different units to make one-for-one trades.

Rotation is a necessity. I want to thank Lt. **Tim Maher**, Sgt. **Joe Stemple**, and Correctional Officers **Judy James** (Picacho), **Alan Keiser** (Globe), **Ken Jacobi** (Cocopah), **Fidel Montoya** (Coronado), **Manny Trevino** (Manzanita), **Jack Davis** (Eyman), **Jacqueline Stephens** (Lewis), **Richard Bielow** (Santa Maria) and **John Gutt** (Central Office Communications) for their input and commitment to their fellow officers.

Together, improvements are being made.

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Display Cabinets To Showcase ADC Success

by Vicky Barrett, Executive Staff Assistant, Director's Office

As part of the Department's continuing endeavor to improve the overall appearance and working environment of its central headquarters building, Arizona Correctional Industries completed manufacturing and installing a set of new display cabinets for the lobby of ADC's main headquarters building.

The new cabinets, at 1601 W. Jefferson, will serve as a centralized exhibition for ADC, providing staff and visitors with an impressive display of information pertaining to the Department, its units and its employees.

In addition to featuring a display of

information for the largest Arizona State agency, the new cabinets will provide an outstanding illustration of the value and quality of workmanship available from the Department's Prison Industries Division.

As efforts have continued to improve the working environment for staff assigned to the headquarters of ADC, more and more officials of other Arizona agencies are requesting to tour the offices as part of their consideration in ordering new office furniture.

The new department display cabinets will become a focal point of pride for the more than 10,000 ADC employees by



exhibiting not only departmental and unit awards, but state and civic awards presented to ADC as well.



"Slammin" **Sammy Sotelo** of ASPC-Tucson is not only recognized as a professional asset to the Department but he has recently achieved notoriety for winning the local Tough Man Competition. Officer Sotelo began wrestling in high school and attended Pima Community College on a wrestling scholarship. He began participating in events such as the Tough Man Competition several years ago and has proven himself to be a worthy opponent as he's never yet been defeated.

The Tough Man contest is a boxing competition held in various locations. The winners of the local competitions are then invited to attend semifinal to compete for entry into the nationwide final Tough Man Competition. Sammy was the returning champion in this years competition and retained his title hands down. His skills and abilities earned him the nickname "Slammin Sammy Sotelo" from the announcers at this years competition.



Legal Briefs

by Steve Lynch, General Counsel, Legal Services

Recently, Judge Collin Campbell of the Maricopa County Superior Court has agreed to the settlement of the Schofield On-Call Class Action litigation for state employees.

The basic eligibility requirements for ADC employees are as follows:

1. You must have been an ADC employee covered by Department of Administration Personnel Rules from May 14, 1985 through August 29, 2000.
2. You must have been assigned to "On-call" status by ADC and were not compensated \$1.00 per hour for the time spent on-call.
3. You must not have opted-out of the class by submitting a postcard after receiving a Notice of Class Action in July of 1998.

In the near future, those employees who are potentially eligible for a recovery will receive claim forms for on-call compensation that must be filled out and returned to the address on the form by December 27, 2000. There will be detailed instructions included with the forms and ADC Human Resources will soon be receiving more information that they will be providing system-wide. Any employee who has questions can be given the number of the attorney representing the class. That number is 1-800-847-9094.

Although many ADC employees may ask the advice of their supervisors in filling out the forms, it is important that ADC does not advise the potential claimants on how to fill out the forms. ADC can and should assist in helping employees calculate their hours worked. Employees can also be told that **there will be no retaliation against those employees who decide to file a claim.**

Once the claims are filed, an accounting firm will review them and DOA will forward the claims for ADC review. ADC will then review the forms through a process that is currently being developed. If ADC accepts the claim it will be paid to the employee. Otherwise, disputed claims will be go to mediation and be reviewed by an arbitrator who will render a decision if an agreement cannot be reached.

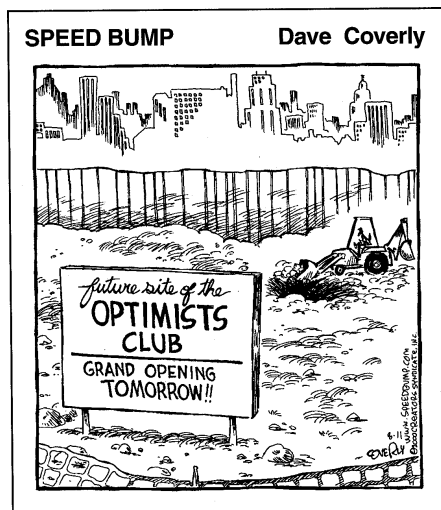
Inmate Access to Information from ADC Inmate Datasearch

by Liza Genrich, Legislative Liaison

Pursuant to A.R.S. section 31-221(E), a inmate "shall not have access to any prisoner records other than viewing the prisoner's own automated summary record file." This means that, other than the AIMS report that inmates are allowed to receive once a year, they may not have any other information about their own or any other inmate's prison record. This includes information regarding inmates downloaded and copied from the Arizona Department of Corrections website. If this information is sent to an inmate, it should be treated as contraband and returned to the sender.

Although Department Order 909.02.1.16 provides that inmates may receive copies of material from the Internet enclosed within incoming mail, material that is deemed to constitute a direct and immediate threat to the security, safety or order of the institution can be denied. Inmate information from the ADC website falls into this category.

It is important to ensure that ADC employees do not allow this information into the prison. If an inmate is found with this contraband in his housing area, it should be removed immediately and treated as contraband.



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People on the Move



Liza Genrich is now the Department's new legislative liaison. She replaces Alan Ecker, who left the Department at the end of August to join the County Supervisor's Association.



Meg Savage is appointed to replace John Hallahan as the Southern Regional Operations Director



Brian Schneider is the new Attorney General Liaison. Schneider, 26, graduated from Northwestern University in 1996 with a baccalaureate of arts degree in sociology. He then graduated from the Arizona State University School of Law in 1999 with a doctorate of law degree.

Mr. Schneider replaces Liza Genrich.

ASPC-Eyman

- Robert Stewart appointed to ADW at Meadows Unit
- Rickey Lewis appointed to ADW at SMU I
- Mike Miller appointed to ADW at SMU II

ASPC-Florence

- Ernie Trujillo appointed to Deputy Warden of Operations
- Blaine Marshall promoted to Deputy Warden at CB-6
- John Gay promoted to Deputy Warden at Central Unit
- Mike Dunn promoted to Deputy Warden at North Unit

ASPC-Lewis

- Russ Savage appointed to Deputy Warden at Morey Unit
- Herb Haley appointed to ADW at Bachman Unit

ASPC-Phoenix

- Chuck McVicker promoted to Deputy Warden at Alhambra
- James Adams appointed to Deputy Warden at
- April Robinson appointed to ADW at ACW

ASPC-Safford

- Robert Patton promoted to ADW at Fort Grant Unit

ASPC-Tucson

- William Gaspar appointed to Deputy Warden of Operations

ASPC-Winslow

- Anthony Haynes promoted to ADW at Coronado Unit
- Dan Edwards promoted to ADW at Kaibab Unit

Central Office

- Johnny Tucker promoted to Deputy Warden over Private Prisons
- Rick Ward promoted to Deputy Bureau Administrator, Offender Services
- Ruben Montano promoted to ADW of the Protective Segregation Unit

Substance Abuse Training is Held

ADC employees recently attended the most recent Quarterly Substance Abuse Training session (QSAT).

Featured Presentations were given by Administrator **Mike Linderman** with pastoral services and Dr. **Robert Olding**. Linderman's presentation was entitled "Myths and Truths About the Religions Among ADC Inmates." It included a discussion about the religious property and practices that are permitted under the ADC statutes.

In his lecture, Dr. Olding explained that transference occurs when inmates transfer thoughts and emotional content from primary relationships in their lives to prevent it from interfering with effectiveness on the job.

Deputy Director **Charles Ryan** also spoke to the group concerning the direction of inmate programming and the Inmate Program Plan. Mr. Ryan explained that Arizona leads the nation with the Inmate Program Plan concept and that other states will be watching to replicate the ADC plan after the effectiveness of it is concrete.

The next training session will be on November 15 - 16 in Tucson.



At the meeting numerous community projects were discussed highlighting the Prison Awareness for Youth (PAY) Program, piloted at Winslow. The PAY Program is being considered for statewide implementation and a presentation regarding the fundamentals is scheduled for the September CORA meeting.

After the meeting the committee had their picture taken at the famous *Standing on the Corner Park*.

CORA CORNER

Recently, the Correctional Officer Retention Advocates (CORA) Committee Meeting was held at ASPC-Winslow. Before conducting business, CORA members were given a tour of the Winslow facility and a K-9 Demonstration. Canine handler Alan Malott's canine business partner, Arco, took only twenty seconds to find a lost set of keys.



CORA member Officer Richard Butt presents a plaque to Warden Dan Vannelli for his support.

Team Work is the Key

by Gail Rittenhouse, Administrator, Substance Abuse/Inmate Programs

Team building was the theme of the Office of Substance Abuse Services (OSAS) staff retreat held recently in Sedona.

The Substance Abuse Services employees spent two days working on tests and activities to strengthen team work and planning skills that were facilitated by **Eva Reynolds-Martony** and **Mary O'Conner** of the Staff Development and Training Bureau.

Since the members of the team are so geographically dispersed this retreat offered a rare opportunity for them to get better acquainted and discuss the upcoming direction that OSAS should take.

In addition, Correctional Addictions Officers Mike Koenig (ASPC - Phoenix) and Ron Washington (ASPC - Tucson) recently passed the examination to become certified substance abuse counselors. "The exam is difficult, but these two CAOs were up to the challenge," said Gail Rittenhouse, the administrator for substance abuse/inmate programs.

There are several Correctional Addictions Officer openings at ASPCs-Eyman, and Florence, and one each at ASPC-Yuma and Winslow. Interested



staff should contact an OSAS staff member or Ms. Rittenhouse at (602) **542-3031**.

PAY Program Pays off

By Michele Reeves, Administrative Assistant III

Last December, Sergeant **James Burress** Sr. of ASPC- Winslow and his wife, Chris Burress submitted a proposal to Deputy Director **Charles Ryan**, entitled the Prison Awareness for Youth Program or *PAY*.

This program was created to educate children in the fifth and sixth grade level on crime and gang affiliation. The Burresses created the training outline, qualifications of the instructors, and visual teaching aids.

Since the approval of the *PAY* Program, the Burresses have introduced this awareness program to the Winslow Unified School District

where it has received a positive response from the school's district principals. Sergeant Burress provided instructor evaluations to the teachers attending the classes, and each time received a perfect evaluation. The Burress's have also been invited to teach the program during the next school year.

The participating children are taught the history of life in prisons, what occurs to an inmate while incarcerated, the limited legal rights, and the gang problems that continue while the inmate is incarcerated. The Burresses show the children some of the weapons that have been confiscated, the types of identifying gang tattoos, and even how gang affiliation can be recognized by

the way an inmate might dress.

The program also shows the children the dangers for correctional officers in prison, and how the crime effects the citizens of the community, the family members of those incarcerated, as well as the victims.

On September 22nd the *PAY* Program went to Globe to introduce the plan to CORA. "They hope to recruit more officers to be trained on the program. Deputy Director Ryan is supportive of the program and would like to see it implemented statewide," said Michele Reeves, the Administrative Assistant III at ASPC-Winslow.

ACW Inmates Build Furniture for Preschool Program

Female inmates at the Arizona Center for Women in Phoenix recently brought smiles to the faces of dozens of youngsters, who were the recipients of colorful furniture and play items made by the women.

The brightly-painted objects included two child-size picnic tables and benches, a lemonade stand, a puppet theater, and a wheelbarrow. The furniture was donated to inner-city children who are enrolled in special preschool classes at the Isaac and Alhambra school districts.

All items were built by women enrolled in Construction Technology, a special program offered through Rio Salado College exclusively for the inmates. As students, they learn skills such as carpentry and electrical wiring.

"Because so many of these women are mothers themselves," said Jo Jorgenson, director of Rio Salado's prison education programs, "they have taken a personal interest and given extra



attention to these projects by hand painting and decorating them with colorful designs and artwork suitable for young children. This opportunity becomes more than an exercise necessary for their construction class. It builds self-esteem and the satisfaction of knowing they are finally giving back to the community in a positive way."

Rio Salado partners with the Arizona Builders Alliance (ABA) to offer Construction Technology. As a result, the inmates can continue their apprenticeship training and receive assistance in job placement from ABA upon their release.

ADC Takes the Lead Against Workplace and Domestic Violence

by Regional Operations Director Meg Savage

Assistant Director **Meg Savage** has implemented a strong plan against workplace violence for the Arizona Department of Corrections in conjunction with Director Stewart's "zero tolerance" policy against workplace violence.

The plan includes a mandatory four-hour training course and policies on how to prevent and react to workplace violence, including an emphasis on victim's rights.

"ADC's policies and emphasis on education have made us the leader among all state agencies on this issue. As a result there are other agencies who are shadowing our program," said Savage

"When we sat down to formulate a policy for workplace violence we were repeatedly drawn back to domestic violence in general," she continued.

According to the Employer's Workplace Manual, workplace violence is defined as:

1. any act of violence, including threats, placing a person in fear, intimidation, or actually causes physical injury that occurs in a place of business, or which is committed against a person while they are employed.
2. any act of verbal or physical violence or acts that actually cause physical injury to occur within the course of a person's employment, which places a reasonable person in fear for his/her safety
3. verbal abuse, harassment, physical violence or acts that causes physical injury which lead a person to fear for his/her safety and which occur during the course of employment

A recent Time/CNN pole reported that 37% of Americans see workplace violence as a rising problem. According to the ADC Employer's Workplace Manual, murder is the number one

cause of women's deaths in the workplace and the number three cause of men's deaths in the workplace. It also stated that 95% of workplace violence is directed toward women.

Governor Jane Dee Hull is a strong proponent of formulating domestic violence policy. "It is one of the most serious public health threats of all time. It occurs every three seconds in the United States," she said.

The state of Arizona was one of ten states selected to receive the Family Violence Prevention Fund and coupled with the governor's support, Savage has worked hard to promote ADC's



commitment to providing a safe workplace environment.

Some of the principles that the plan strives for ADC to promote are:

- to strive to create a workplace environment that is safe from all forms of violence, including domestic violence
- to believe that employees should not be disciplined or terminated simply because they have been a victim of domestic violence
- to be committed to nondiscrimination against domestic violence victims
- to strive to provide education on domestic violence

Phoenix City Council member Peggy Bilsten, Chairman of MAG Domestic Violence Coordinating Council said that "In the past two years 102 Arizonans have lost their lives due to domestic violence and it is estimated that employers lose \$3-5 billion annually due to domestic violence-related issues."

Savage said that there are truly two types of situations where workplace violence occurs. "One is that an irate significant other can come into the workplace and the second would be a disgruntled employee," she said.

The manual noted that there were signs that can be noted on potential offenders. Noted among them were that it is important to recognize possible cases of domestic violence at home that can translate into workplace violence. Also, that it is a myth that offenders are only minorities or low-income people. It also noted that it is a myth that offenders are violent in all of their relationships.

The manual went on to note many reasons as to why victims may remain in abusive situations, including: fear of death, economic dependency, low self esteem, and due to children.

Savage has also joined the *Fabulous 50*, a group of highly influential female agency executives that will help to formulate and implement new domestic violence policies and practices throughout state workplaces. It is run by Harriet "Hank" Barnes, the director of the Office of Domestic Violence Issues. The committee works to educate employees on domestic and workplace violence and implement policies to deal with the violence.

Employee Profile: Amy Palermo



Amy Palermo is pictured far right with some of the Bosnian students she helped mentor

Legal secretary **Amy Palermo** of the Department's Legal Services office spent two weeks this summer in Sarajevo, Bosnia with members of the First Christian Church in Phoenix teaching English as a second language to teenage girls.

She went to Sarajevo the third and fourth weeks of July. To help afford the cost of the

trip, Ms. Palermo sent out letters to her friends and family asking for donations. "The cost of my trip was \$2,900," Palermo said, "but when all was said and done I raised more than that so I was able to help other members of my team afford the trip."

She spent her days teaching and mentoring seven girls between the ages of 16 to 18 years old. "I co-taught a beginner/intermediate class where we worked on English vocabulary by completing worksheets, journaling exercises, and playing games" Amy said.

She said that in the afternoon they moved from a classroom setting to more one-on-one mentoring. "We met in downtown Sarajevo many times," she said. They discussed a variety of topics that ranged from how the war has impacted their lives to what their hopes for the future are.

"The evidence of the war is still very apparent. You couldn't go

anywhere without seeing bullet holes all along the sides of buildings and charred remains of what once used to be somebody's home. However, I never once felt like I was in danger," she said.

She said that although it was hard to imagine what those young women had been through, they were still just enjoying the same things that women their age all over the world enjoy. "Those girls were fashion-conscience and boy crazy just like young women here in the valley," she remarked.

Amy Palermo, 26, has been with legal services for almost one year. "I enjoy working for the Arizona Department of Corrections and I am thankful that they gave me the time off to make the trip with my church."

She is still continuing her study of the Serbo-Croat language back here in the valley. "I may get involved in teaching English as a second language here at home. Arizona has the largest population of Bosnian refugees nationwide," she said.

From the Mailbag

Anonymous letter e-mailed to the Director's Office regarding the Lumley Vampire.

I have read many of their so called editorials and I have to say that I cannot condone the way they are carrying out their complaints. I also feel that the name given to their publication is very disrespectful to his (Brent Lumley's) memory. Although I do not agree with everything that goes on in the department, I do feel that it could be handled in a much more constructive manner.

No matter what is done or how it is done, there will always be malcontents. If they are this disgruntled then why don't they find another line of work? Some of these things can be considered libelous in my mind.

I have seen many changes over the years and have tried to roll with the punches. I have witnessed a lot of improvements for officers, and know many of them have forgotten what it had been like before Mr. Lewis came along. Well, I haven't forgotten and I will continue to try to give my best until the day comes that I can retire. That could be anywhere from a little over a year to about six years. I truly wish the best for all employees in the department and hope there will be many positive changes to come.



Correctional Officer II Tony Smith recently contacted Director Stewart's office to express his gratitude for the assistance and support he received from the department while on extended sick leave.

"I have not one thing negative to say about the Department of Corrections. They have treated me well for over 17 years," he said.

Officer Smith said that while on extended sick leave his current supervisors, Lieutenant **Sver**, Sergeant **Feirestein**, and fellow Officer **John Risch** kept in constant communication and never let him forget that he was a valued member of the South Unit team.

"I feel as if on the day I started a red carpet had been rolled out for me and has kept on going." But he said he is happy to be back on the job. "Coming back lessens the burden for the other officers," he said.

He said that it is one of the best career moves he ever made. "This change has given me a new perspective. I have been able to strengthen my communication skills with inmates by working in dorms and a different setting. If any officer wants to learn and grow I would recommend rotation."

Officer Smith is currently assigned to ASPC-Florence, South Unit. He began his career with the Arizona Department of Corrections in 1982 in the Central Unit.

by Cheryl Bennett, Executive Staff Assistant, Community Corrections

When asked how he has maintained his positive outlook throughout his career Officer smith concluded, "Everyone should realize that half of this job is attitude.

If a person has a good attitude the job will be good for them." And I believe he is right.

